

3-5950

28 October 1957

MEMORANDUM FOR: Chief, CI Staff  
SUBJECT : Draft Revision of NSCID 5

1. The current draft revision of NSCID 5 raises fundamental questions as to the future workload it implies for the Records Integration Division, and indicates that the implementing provisions of the new DCIDs will have to take very strict account of such hard realities as the EI Table of Organization, the DD/P personnel ceiling, available space, and budgeting for salaries and overtime. I understand from FI that these DCIDs are to be drafted in your office.

2. Depending on how the resultant workload is defined in DCIDs, the catch-all definition and description of Counter-Intelligence in paragraph 1b of the draft could double or quadruple the requirements of RI for personnel and space at the expense of the rest of the Clandestine Services. Or it might have very little effect--no telling, until somebody gives hard thought to the overriding practical problems. If the new version does increase the workload significantly, will the Agency 1) ask for more people, space, and money as necessary, 2) cut other functions of the Clandestine Services, or 3) accept new functions without diminishing the old, and thereby go on allowing RI services to deteriorate, both in quality and quantity, with ever-increasing backlog, congestion, and over-expenditure on overtime?

3. Paragraph 3d contains several phrases that will require rigorous definition. What is meant by "all pertinent material", and whose definition will prevail--ours or the contributing agency's? Pertinent to their operations (as, for example, all information on petty theft from a quartermaster dump is pertinent to CIC's function of protecting the security of local military installations), or pertinent to the national security according to a narrow and workable definition? How much and what kind of "benefit" can the intelligence community reasonably expect? Do you foresee one central set of indices and files, incorporating our own with others, so that only members of the Clandestine Services could have access, or two sets, ours and the general set, with different standards of sensitivity and access, so that the community at large could send its personnel to use it and reduce the burden on us?

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name traces by other members of the intelligence community. This backlog has now been rising for five years. In January 1957, it stood at 34,338. Two weeks ago it reached the all-time high of 49,493. (Most of them are of the kind we do under the McCarran Act, on temporary visitors who have left the country even before the name-trace request arrives in CIA, or on diplomats and their retinues who would not be excluded no matter how much old derogatory information turned up in our files. But that is another problem.) You will remember the memorandum from Col. Edwards early this year emphasizing what damage we are doing to our position in the community by delays in answering these requests.

5. All old hands in the Clandestine Services will undoubtedly applaud the effort, by means of the new NSCID 5, to make us truly a Central Intelligence Agency, but if we continue to take on more work than we are equipped to do well, as we have done in the past, we shall certainly do that effort more harm than good.

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[redacted]  
DD/P Records Policy Officer

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**ROUTING AND RECORD SHEET**

SUBJECT: (Optional)

FROM:

DD/P Records Policy Officer

NO.

DATE

28 October 1957

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. DD/P			C	
2.				
3. DD/C # 202 Admin Bldg.	10/29			
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